

2018 Tacoma Affordable Housing Notice of Funding Availability (NOFA)

Frequently Asked Questions

Q) May funds be used to acquire land? May they be used for any pre-development/design costs?

A) Eligible and ineligible costs are covered on page 11 and 12 of the NOFA instructions. Property acquisition and some design costs are eligible uses of the funds.

Q) We want to acquire a property that is currently commercial and we would lease it until we can tear down the building and convert it to housing. It's essentially a land bank. Would this project be considered eligible for funding?

A) Due to HOME and CDBG spend-down regulations, projects that will have all their financing in place and be underway within 12 months will be considered competitive. Additionally, commercially leasing the property in the interim period may be problematic as it sounds like the property would not be used for housing purposes until after the building has been torn down and rebuilt at a currently undetermined point in time.

The issue is not necessarily with the land banking aspect of the project. It would be one thing if the plan was to purchase a vacant lot for a future development. While as an organization we want to see projects built in a timely manner, we also understand that it takes time to acquire all appropriate financing. In the project you are proposing there is an interim commercial use that you would continue for an unspecified amount of time. The question then becomes the eligibility of the project in the short term even if in the long term the project would be eligible.

Q) I am hoping to clarify the correct NOFA forms for the City's NOFA due August 10th. Your instructions say to use the HTF Common Application forms, but the forms you provided are an earlier iteration. There aren't substantive differences, more formatting and a "prettier" TOC. I had been working on the newer version from the Commerce website. Should I use the forms you sent?

A) If you've been working with the new forms feel free to continue doing so. I agree that the differences between the forms are not substantive and the newer version may even be more detailed.

Q) We are writing applications for two small 4-home infill sites. Do I need to fill out a separate application for each of the two locations?

A) If they are two separate projects with two separate financing sources, then yes, please complete two applications. We'll want to see a development budget, financing sources etc. for each individual site. Give me a call if there is a bank loan that will be extended for both of the properties as a packaged portfolio. In that case you could potentially just prepare two versions of some of the forms, like the development budget and sources of funds.

Q) There are several items in the 2018- CFA Table of Contents for multi-family rental housing that refer to supplemental questions (i.e. "Section 9-A, Section 9 Supplemental Question: Washington State Quality Award Program"). These questions do not appear to be listed in the word document (2018- CFA Narrative Sections- Rental). My assumption is that these items are related to the State application and are N/A for this application, but I wanted to make sure I wasn't missing the addendum or something.

A) You're correct. We are among the common funders that use the forms created by the State. I'm sorry about the confusion. I missed that the table of contents listed supplemental questions. Please ignore references to supplemental questions and thanks for bringing this to my attention.